

### REPORT ON RECRUITMENT INCENTIVE FOR PUBLIC EDUCATION

October 1, 2022

#### REPORT ON RECRUITMENT INCENTIVE FOR PUBLIC EDUCATION

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#### **OVERVIEW AND AUTHORITY**

In the Chapter 2 budget, the 2022 Virginia General Assembly Special Session I appropriated \$10,00,000 to the Virginia Department of Education (VDOE), to support recruitment efforts for school divisions hiring to fill instructional positions between August 15, 2022 and November 30, 2022. In addition, the VDOE's Department of Teacher Education and Licensure allotted an additional \$2,000,000 from the fiscal year 2022 unspent Recruitment Incentive for Public Education balances to invest in school divisions efforts to fill key instructional positions. As a result, the total amount of committed and appropriated funds for the fiscal year 2023 Recruitment Incentive for Public Education equaled \$12,000,000.

Below is the Appropriation language outlining the requirements for the Recruitment Incentive for Public Education.

#### Item 486, Paragraph A.2.n.3

\$10,000,000 the first year shall be transferred to Direct Aid to Public Education (197) to support recruitment efforts through incentive payments to individuals hired to fill instructional positions between August 15, 2022, and November 30, 2022. Local school divisions desiring to participate in this program shall report to the Department of Education the number of instructional position vacancies on August 15, 2022, no later than August 31, 2022. The Department of Education shall report the August 15, 2022 instructional vacancy data to the Secretary of Education and the General Assembly by October 1, 2022. Based on this information, the Department shall communicate to each school division its available allocation from these funds, and school divisions shall communicate the availability of these funds in their recruitment. Such payments shall be based on \$2,500 per individual; however, for individuals hired in hard-to-fill positions or hard-to-staff schools, as defined by the Department of Education, the incentive payment shall be based on \$5,000 per individual. The Department of Education and the school divisions are authorized to prorate these amounts if the demand exceeds the initial allocation. School divisions shall (i) provide half of the incentive payment to the individual no earlier than January 1, 2023, and (ii) provide the balance of the full amount of the incentive payment to the individual no earlier than May 1, 2023, provided that the individual receives a satisfactory performance evaluation and provides a written commitment to return to the same school in the 2023-2024 school year. Individuals who are employed by a local school division in Virginia as of July 1, 2022, who accept an otherwise qualifying position in another local school division are not eligible for this incentive. Individuals employed by a local school division as of July 1, 2022, who transfer from a non-hard-to-staff school to a hard-to-staff school, as defined by the Department of Education, within the same division are eligible for the \$5,000 incentive payment. School divisions shall report to the Department of Education, in a format specified by the Department, all instructional hires in the 2022-2023 school year who qualify for this incentive payment, no later than November 30, 2022. No later than January 5, 2023, the Department of Education shall report to the House Appropriations Committee and the Senate Finance and Appropriations Committee on the number of hires reported by each school division participating in this program and the anticipated amount of funding to be provided to each school division for payment to those individuals.

As referenced above, the VDOE is required to report the August 15, 2022 instructional vacancy data to the Secretary of Education and the General Assembly by October 1, 2022. This report provides instructional vacancy data and further details the manner in which the VDOE has communicated with school divisions regarding the allocation of RIPE funds. This report also highlights the VDOE's overall efforts to fulfill statutory duties regarding the administration of the RIPE grant program aimed at ensuring school divisions have the tools they need to fill critical instructional positions.

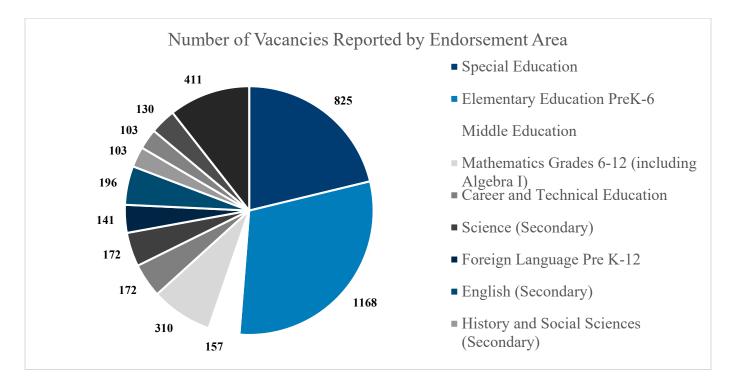
#### APPLICATION FOR RECRUITMENT INCENTIVE FOR PUBLIC EDUCATION

On August 12, 2022, the State Superintendent of Public Instruction issued a Superintendent's Memo (refer to the #176-22 memo attached) regarding the availability of the Recruitment Incentive for Public Education (RIPE) funds. Superintendent's Memo #176 was posted on August 12, 2022 to the Virginia Department of Education's website. School divisions interested in funding were advised to submit the number of hard-to-staff vacancies defined by the critical shortage list and the non-hard-to staff vacancies for the 2022-2023 school year by school on VDOE's Single Sign-on for Web Systems (SSWS) portal. Per the appropriations language, school divisions were advised that the submitted vacancies were to be a snapshot of the vacancies on August 15, 2022, positions for which the school division was actively and currently recruiting. Ninety-four school divisions across all eight superintendent regions submitted vacancy information with a total of 3,888 reported vacancies.

The VDOE's Office of Licensure and School Leadership hosted a training session regarding the RIPE funding program on August 17, 2022 at 10:00 a.m. School Divisions were notified of this training session via email on two separate occasions – July 28, 2022 and August 10, 2022 (refer to emails attached). The training session addressed eligibility, reporting, navigating SSWS and deadlines (refer to the attached PowerPoint). The information session was recorded and sent to all registered participants after the event.

#### **DETAILED REPORT OF REPORTED VACANCIES**

Provided below is a detailed account pie chart showing the number of reported vacancies by endorsement area.



No later than January 5, 2023, the Department of Education shall report to the House Appropriations Committee and the Senate Finance and Appropriations Committee on the number of hires reported by each school division participating in this program and the anticipated amount of funding to be provided to each school division for payment to those individuals.

The following documentation details how the VDOE communicated with school divisions regarding the availability and allocation of RIPE funds.





#### Commonwealth of Virginia Virginia Department of Education Superintendent's Memo #176-22

DATE: August 12, 2022

TO: Division Superintendents

FROM: Jillian Balow, Superintendent of Public Instruction

SUBJECT: Recruitment Incentive for Public Education (RIPE)

The 2022 Special Session I of the General Assembly appropriated federal funding for fiscal year 2023 to support recruitment efforts for school divisions hiring to fill instructional positions between August 15, 2022, and November 30, 2022. School divisions interested in this funding must submit data to the Virginia Department of Education via the Recruitment Incentive for Public Education (RIPE) Application on <a href="the Single Sign-on for Web Systems">the Systems</a> (SSWS) portal. The submitted application should include the number of hard-to-staff vacancies defined by the <a href="Critical Teaching Shortage Areas list">Critical Teaching Shortage Areas list</a> and non-hard-to-staff vacancies for the 2022-2023 school year, by school. Priority for distribution of these incentives will be to school divisions experiencing the most acute difficulties in recruiting qualified teachers, defined for this initiative as the overall free and reduced lunch rate of 40 percent or greater on the 2021-2022 Free and Reduced Lunch Eligibility Report.

Please note that the usual national school lunch program did not operate during the 2021-2022 school year, resulting in no free and reduced lunch eligibility data for 2021-2022. The RIPE application will use the 2019-2020 free and reduced eligibility data as proxy data for the 2022-2023 school year.

Eligible teachers must be hired in an instructional position in a Virginia public school division between August 15, 2022 and November 30, 2022. Individuals who are employed by a local

school division in Virginia as of July 1, 2022, who accept an otherwise qualifying position in another local school division are not eligible for this incentive. Individuals employed by a local school division as of July 1, 2022, who transfer from a non-hard-to-staff school to a hard-to-staff school within the same division, are eligible for this incentive.

An eligible teacher will receive a \$2,500 incentive award for filling a non-hard-to-staff position, or an incentive award of \$5,000 for a hard-to-staff position. School divisions will provide half of the incentive payment to the individual no earlier than January 1, 2023 and provide the balance of the full amount to the individual no earlier than May 1, 2023, provided the individual receives a satisfactory performance evaluation and provides a written commitment to return to the same school for the 2023-2024 school year.

School divisions awarded RIPE funds will be provided funding on a cost reimbursement basis. Budget transfer requests and reimbursement requests will be processed through the Virginia Department of Education's Online Management of Education Grant Awards system, OMEGA. The incentive awards are taxable to the recipient, and the school division is responsible for ensuring all taxes are remitted. The RIPE vacancy data for school year 2022-2023 must be submitted between Monday, August 15, 2022 and Wednesday, August 31, 2022, on the SSWS portal. Each school division has an SSWS account manager who can provide the school division staff member, designated to serve as the division RIPE contact, access to the RIPE Application. Instructions for entering and submitting the vacancies data are available online as part of the RIPE Application.

#### For more information

Questions related to the Recruitment Incentive for Public Education may be directed to Shawna LeBlond, Grants Specialist, at (804) 692-0172 or Shawna.LeBlond@doe.virginia.gov.

JB/JJ/sl



LeBlond, Shawna <shawna.leblond@doe.virginia.gov>

#### LICENSURE UPDATES: July 28, 2022

Virginia Department of Education < VDOE@public.govdelivery.com>

Reply-To: VDOE@public.govdelivery.com To: shawna.leblond@doe.virginia.gov

Thu, Jul 28, 2022 at 8:44 AM



The Office of Licensure is committed to providing our educational partners with updates as they become available.

#### **Upcoming Training Opportunities**

• We will continue to host training sessions for the online application portal for anyone new to the feature or anyone who may need a refresher. The next training will review the invoicing feature, registering an account, applying online, and uploading documents in SSWS. The training session will be recorded and sent to all registered participants after the event.

When: August 11, 2022 at 10:30 a.m. **Topic:** Online Application Review Session

Register in advance for this webinar. After registering, you will receive a confirmation email containing information about joining the webinar.

• The Recruitment Incentive for Public Education (RIPE) was funded for a second year. This grant is similar to the one last year and will be announced via Superintendent's Memo on Friday, August 12, 2022. The information session will cover topics related to eligibility. reporting, deadlines, and navigating SSWS. The training session will be recorded and sent to all registered participants after the event.

When: August 17, 2022 at 10:00 a.m. **Topic:** RIPE Grant Information Session

Register in advance for this webinar. After registering, you will receive a confirmation email containing information about joining the webinar.

#### **Online Application Resource Guides**

In addition to the training sessions, as new features are announced for the online application portal (eGOV), we will also provide resource guides that contain step-by-step instructions for navigating

the portal. Attached are two resource guides pertaining to the new invoicing feature. They will also be uploaded to SSWS in the IPAL application.

- eGOV INVOICING FEATURE credit card.pdf
- eGOV INVOICING FEATURE deduct.pdf



This email was sent to shawna.leblond@doe.virginia.gov using GovDelivery Communications Cloud on behalf of: Virginia Department of Education · James Monroe Building · 101 N. 14th Street · Richmond, VA 23219





LeBlond, Shawna <shawna.leblond@doe.virginia.gov>

#### LICENSURE UPDATES: August 10, 2022

Virginia Department of Education < VDOE@public.govdelivery.com>

Reply-To: VDOE@public.govdelivery.com To: shawna.leblond@doe.virginia.gov

Wed, Aug 10, 2022 at 8:47 AM



The Office of Licensure is committed to providing our educational partners with updates as they become available.

#### **REMINDER: Upcoming Training Opportunities**

• We will continue to host training sessions for the online application portal for anyone new to the feature or anyone who may need a refresher. The next training will review the invoicing feature, registering an account, applying online, and uploading documents in SSWS. The training session will be recorded and sent to all registered participants after the event.

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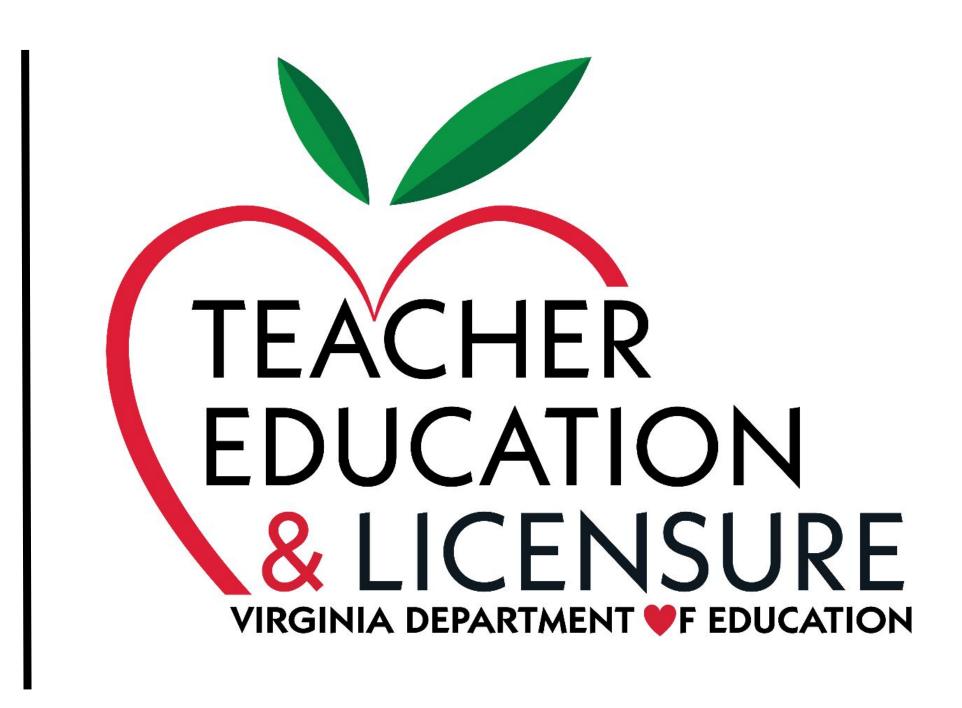
Register in advance for this webinar. After registering, you will receive a confirmation email containing information about joining the webinar.



This email was sent to shawna.leblond@doe.virginia.gov using GovDelivery Communications Cloud on behalf of: Virginia Department of Education  $\cdot$  James Monroe Building  $\cdot$  101 N. 14th Street  $\cdot$  Richmond, VA 23219



# Recruitment Incentive for Public Education August 2022



## OVERVIEW.

Virginia will maximize the potential of all learners by ensuring every classroom has a highly qualified teacher.

Purpose

Eligibility

**Application Process** 

Awards/Allocations

**Verification Report** 

Funds disbursement

Communications and Trainings

**Closing Comments** 





### PURPOSE OF INCENTIVE



## Purpose

The General Assembly appropriated funds to support **recruitment efforts** for school divisions **hiring** to fill **instructional positions** between August 15, 2022 and November 30, 2022.





## ELIGIBILITY CRITERIA

- **Hired** in an instructional position in a Virginia public school division between August 15, 2022 and November 30, 2022.
- Hold a valid Virginia Teaching License
- Receive a satisfactory performance evaluation
- Provides a commitment to return to the same school for the 2023-2024 school year



## ELIGIBLITY CRITERIA CON'TD

- Individuals employed by a local school division as of July 1, 2022, who transfer from a non-hard-to-staff school to a hard-to-staff school within the same division, are eligible for this incentive.
- Individuals who are employed by a local school division in Virginia as of July 1, 2022, who accept an otherwise qualifying position in another local school division are **not eligible** for this incentive.



### APPLICATION PROCESS



### Submitting Vacancies for the 2022-2023 SY



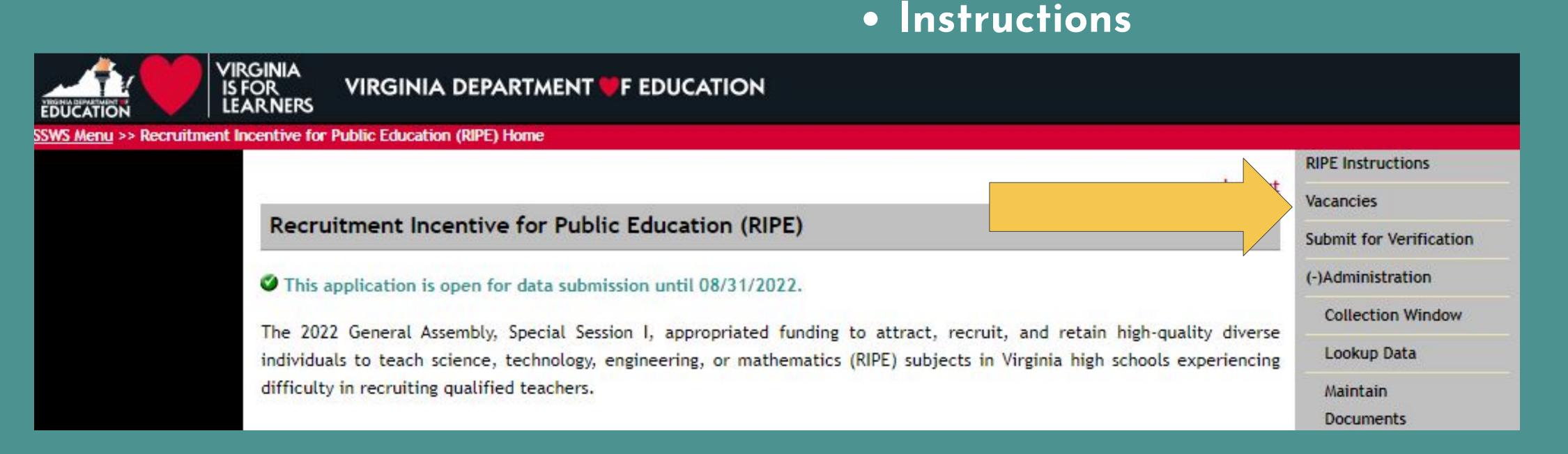


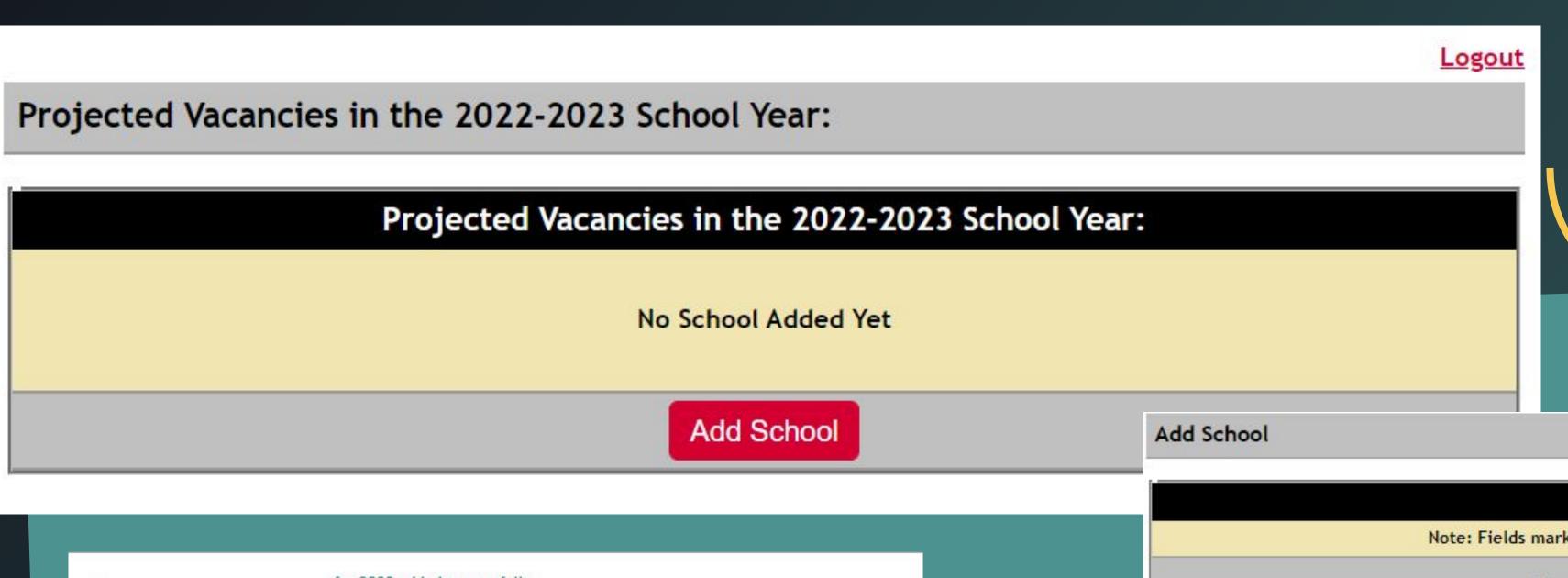
# RIPE Application

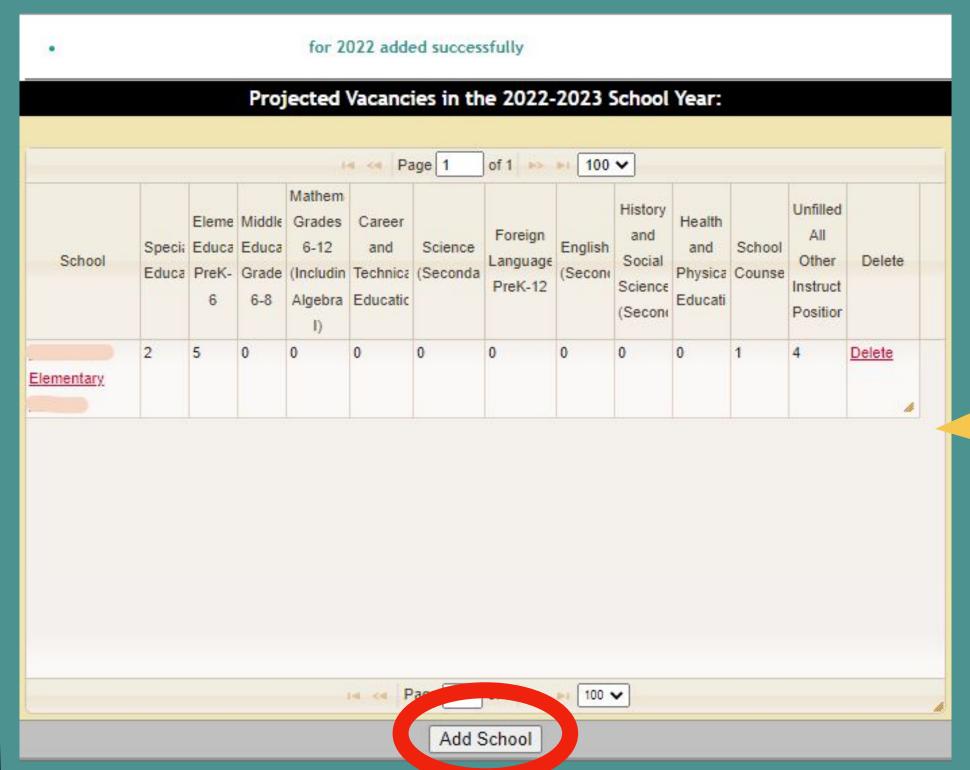
This application facilitates the collection of data for the Recruitment Initiative for Public Education. This data includes Recruitment Incentive for Public Education (RIPE) - [Data Sensitivity: Moderate] vacancies and information about those staff receiving award money from the allocation made during the 2021 General

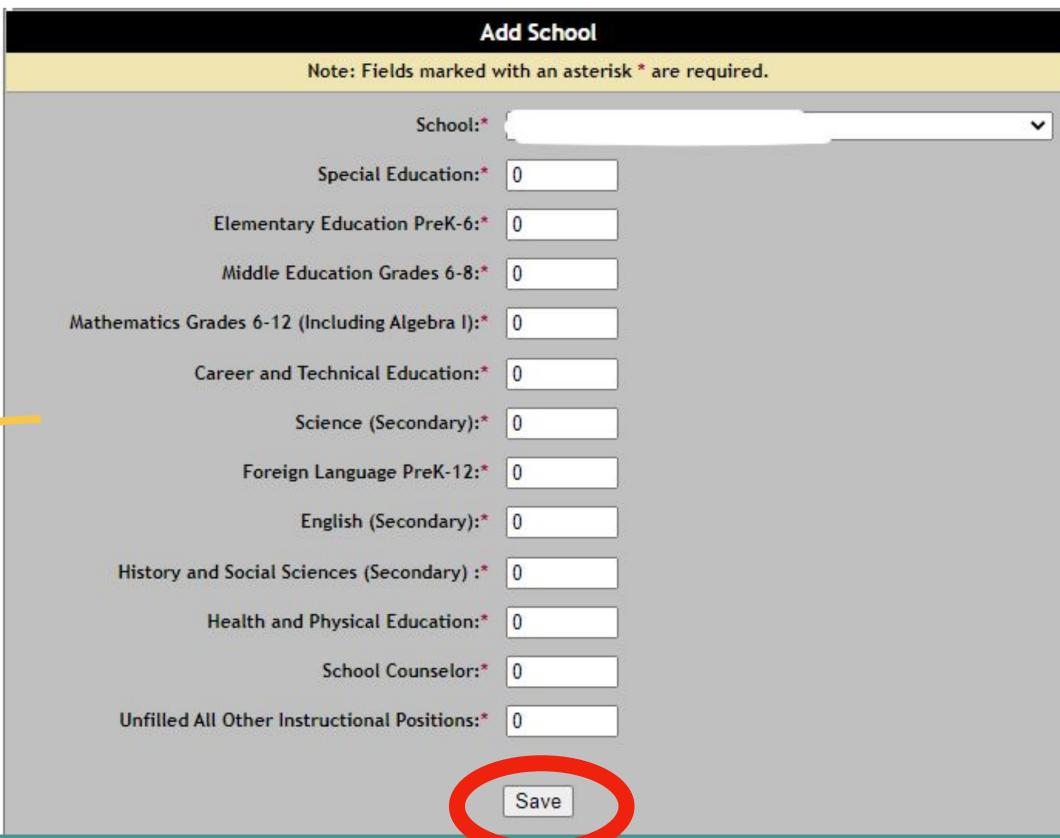
Assembly Special Session.

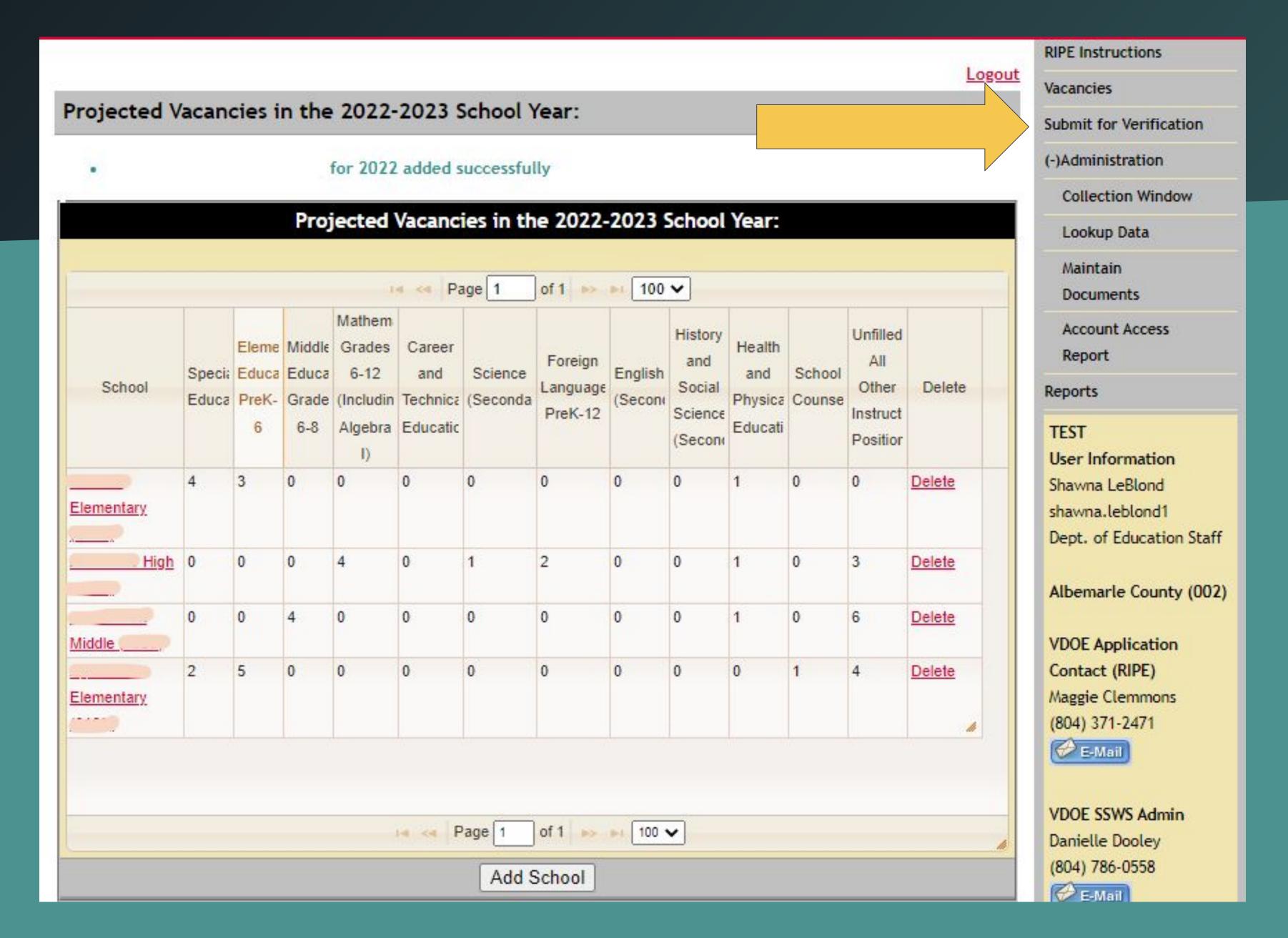
 Application open until August 31, 2022











 $\star$  If a user is inactive for 30 minutes, the system will log the user off without saving.

### Scenarios

Geha Middle School has a Spanish teacher vacancy, Instructional coach vacancy, History teacher vacancy, and a Band teacher vacancy.

On their application, they would report: 1 Foreign Language, 1 Middle Education OR 1 History, 1 Other Instructional Unfilled Position. The Instructional Coach position is not eligible for this incentive.

Virginia High School has a Calculus teacher vacancy, Biology teacher vacancy, Special Education teacher vacancy, a School Counselor vacancy, and an CTE Coordinator position

On their application, they would report: 1 Math, 1 Science, 1 Special Education and 1 School Counselor. Central Office Coordinators are not eligible for this incentive.

### Scenarios

Bob Ross Elementary School has the following open positions: 3rd grade teacher, 1st grade teacher, Self-Contained Special Education teacher, Reading Specialist, 6th grade Mathematics

On their application, they would report: 2 Elementary, 1 Special Education and 1 Middle Education OR 3 Elementary, 1 Special Education. The Reading Specialist position is not eligible for this incentive.

Commonwealth High School has the following open positions: Art teacher, Health and P.E. teacher, Librarian, Algebra 1 teacher, Athletic Director, Graduation Coach, and a Family and Consumer Science teacher

On their application, they would report: 1 Math, 1 Health and P.E., 2 Other Unfilled Other Positions, 1 CTE position. The Athletic Director and Graduation Coach would not qualify.

## Application Deadline

School divisions must submit their vacancies for the 2022-2023 school year by Wednesday, August 31, 2022 to be eligible for funding.

Remember that your Superintendent or Supt's Designee must sign off on the vacancies in SSWS. Make sure you build in time to allow them to do that. SSWS will send them an automatic email saying that something needs to be verified, however I do recommend that you or someone from your school division send a reminder as well with context. Sometimes those automatic emails will go to spam.

### AWARDS/ALLOCATIONS



## Allocations

- · Allocations will be viewable in SSWS by mid-December
- School divisions must **save** their teacher information in SSWS by January 27th, 2023 or notify VDOE staff of intent to use allocation.
- Starting in early February, VDOE staff will reallocate and notify school divisions.



## Allocations Adjustments

Allocations can be adjusted as long as there was a reported vacancy.

**Scenario:** At Commonwealth High School, I reported a math vacancy and a science vacancy. The VDOE allotted one science allocation. The math position was filled, however the science position was not. I can ask for that allocation to be moved from science to math because I originally reported a vacancy in each content area.

**Scenario:** At Dolly Parton Elementary School, I reported two elementary education vacancies. The VDOE gave me two allocations in elementary education. In December, I realized that the one of the vacancies was filled except it was converted to a special education position. I would **NOT** be able to move that allocation because there was no reported special education vacancy.

VIRGINIA

**LEARNERS** 

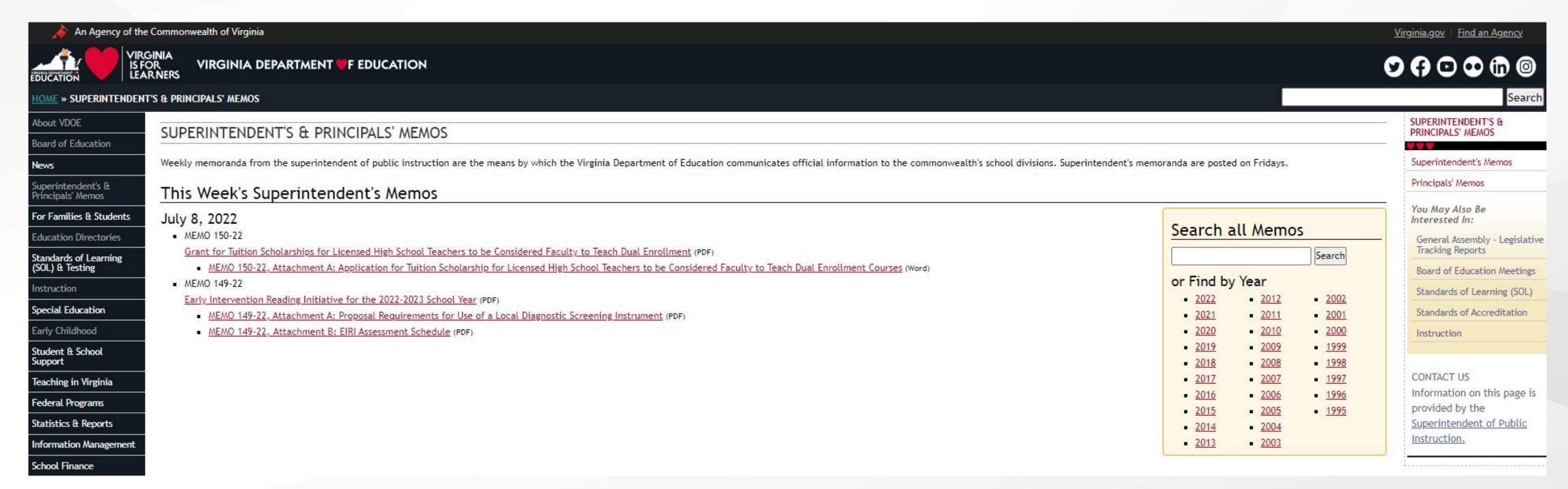
IS FOR

VIRGINIA DEPARTMENT OF EDUCATION

The last day to request allocation adjustments will be January 27th, 2023

# Superintendent's Memo

- · Awards will be announced via Superintendent's Memo
- Letters with the vacancy report will be emailed to Superintendents, the Finance Director, and the RIPE contact.





### VERIFICATION REPORTS

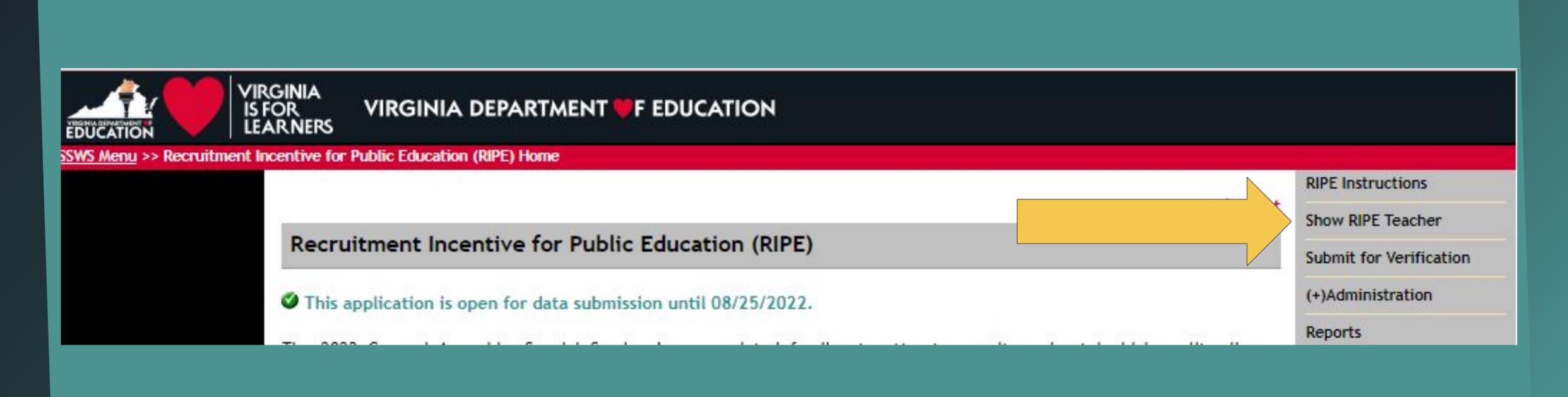


# RIPE Application

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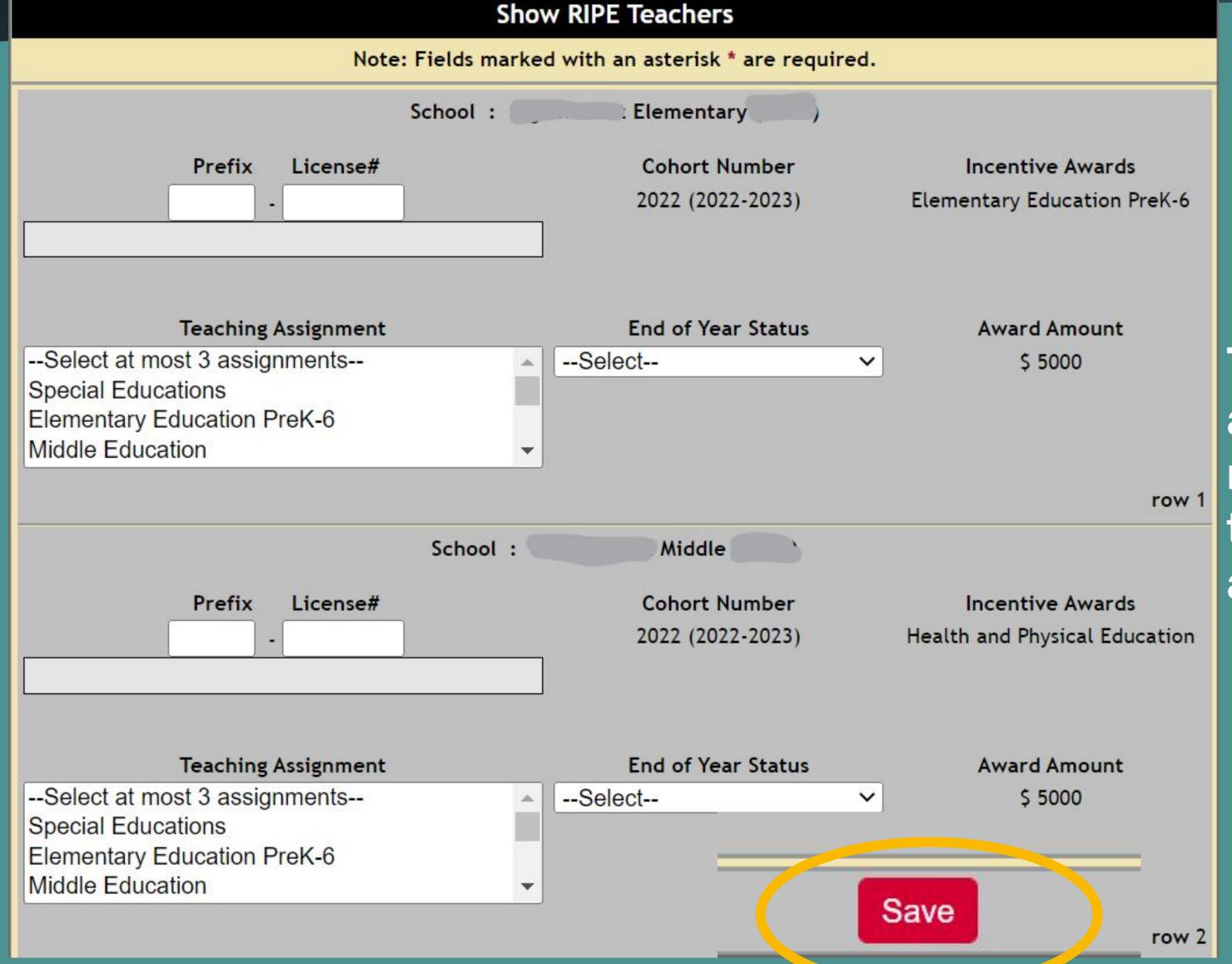
Assembly Special Session.

- Submit for Verification
- Due at the end of April



## Show RIPE Teacher

You will need to put in the license number. Their name will populate automatically.



The teaching assignment must match the incentive award.

#### verification Reports

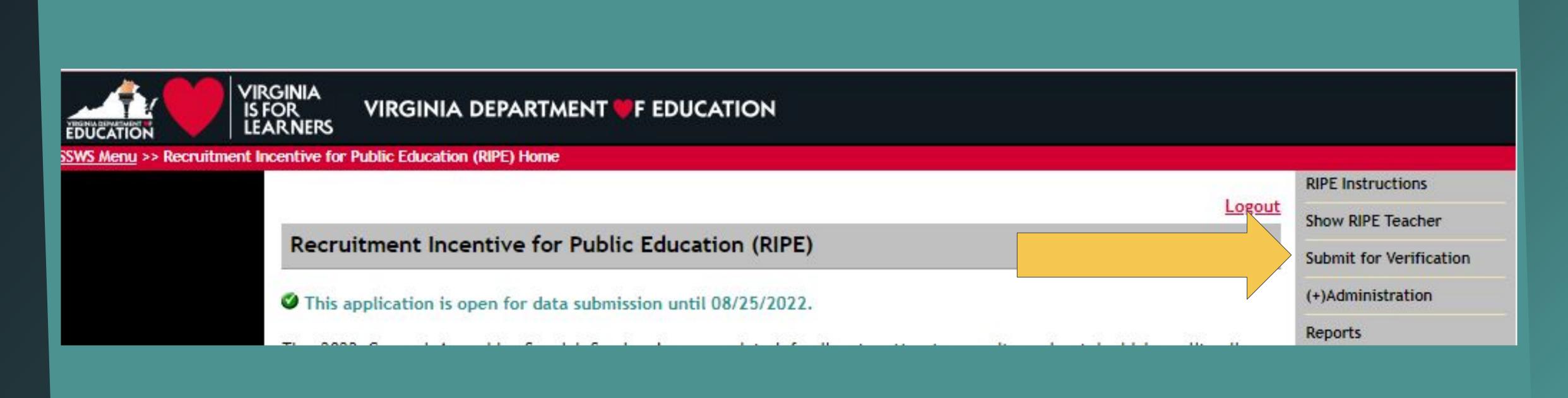
	SSWS	Eligibility Criteria	End of Year Status
If you filled the vacancy	School division inserts the individual's license number	- Eligible to receive full award with a satisfactory performance evaluation and a written commitment to return to the school year	<ul> <li>Qualifies for Award</li> <li>OR</li> <li>First Payment Only</li> </ul>
If you did not fill the vacancy	Leave the license number blank		<ul> <li>Unable to secure a teacher</li> <li>Vacancy submitted in error</li> <li>Change in Master Schedule</li> <li>Hired w/o Endorsement</li> </ul>

# RIPE Application

This application facilitates the collection of data for the Recruitment Initiative for Public Education. This data includes Recruitment Incentive for Public Education (RIPE) - [Data Sensitivity: Moderate] vacancies and information about those staff receiving award money from the allocation made during the 2021 General

Assembly Special Session.

- Submit for Verification
- Due at the end of April



### FUNDS DISBURSEMENT



## FUNDS DISBURSEMENT

School divisions will provide half of the incentive payment to the individual no <u>earlier than</u> January 1, 2023 and provide the balance of the full amount to the individual <u>no earlier than May</u> 1, 2023, provided the individual receives a satisfactory performance evaluation and provides a written commitment to return to the same school for the 2023-2024 school year.

## FUNDS DISBURSEMENT

After the verification report is submitted, the VDOE will reimburse school divisions based on the amount indicated on the <u>verification report</u>.

This award will be reimbursed using the Online Management of Education Grant Awards (OMEGA). Please make sure that you share the verification report with your school district's finance team

Scenario: T. Hanks Public Schools was awarded \$50,000 in RIPE funding. When they submitted their verification report they reported the following:

2 Elementary School Teachers qualified for the full award (\$5000 each)
1 Mathematics Teacher qualified for the first payment only (\$2500)
3 Other - Instructional Unfilled teachers qualified for the full award (\$2500 each)

HPS would see the full \$50,000 in their OMEGA system, but they would only be able to request \$20,000 in reimbursement.

School divisions are responsible for disbursement of the funds to the teachers and remitting all applicable taxes by June 30, 2023. The last day for reimbursement will be July 28, 2023.

# COMMUNICATIONS & TRAINING



## Information Highway



Latest in Licensure



UPDATE

Licensure Training
Fall 2021

Presented by the Department of Teacher Education and Licensure
Virginia Department of Education

Licensure Updates

Trainings
throughout the
year



## Upcoming Deadlines/Trainings

 Pre-Grant Proposal Overview and Technical Support Webinar for the Apprenticeship Residency Planning Grant is on Friday, August 19 at 9am. (Link can be found on page 3 of the application).

Google Meet joining info

Video call link: <a href="https://meet.google.com/ucc-enor-jvp">https://meet.google.com/ucc-enor-jvp</a>

Or dial: (US) +1 609-666-4152 PIN: 193 015 084#

 Application deadline for Tuition Scholarships for Licensed High School Teachers to be Considered Faculty to Teach Dual Enrollment is <u>September 9th</u>. (Supt's Memo 150-22)



## Thank You.

From the Virginia Department of Education—

Thank You for choosing a career in education and for being a hero this year as we work together toward the goal of continuing to maximize the potential of the over one million students who call Virginia home.

Your role in the lives of so many students and their families has never been more important!



### Questions?

CONTACT:
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shawna.leblond@doe.virginia.gov
804-692-0172

Maggie M. Clemmons maggie.clemmons@doe.virginia.gov 804-371-2476

